

The Village of Northfield

REGULAR COUNCIL MEETING AGENDA

JANUARY 22, 2020, 7:30 p.m.

10455 NORTHFIELD ROAD

NORTHFIELD VILLAGE, OHIO 44067

Pledge of Allegiance

Call to Order; Roll Call

Approval of Minutes: January 8, 2020 Regular Council Meeting

Firehouse Subs Public Safety Foundation Grant Presentation

Caitlin Albright--NOPEC

Presentation of Petitions, Memorials, and Remonstrances

Reports of Municipal Officers:

Jesse J. Nehez, Mayor

Finance Director, Jennifer Potvin

Richard Wasosky, Engineer

Brad Bryan, Law Director

Department Heads:

John Zolcus, Police Chief

Jason Buss, Fire Chief

Jason Walters, Service/Building Superintendent

Reports of Municipal Boards and Commissions:

Alan Hipps, Planning Commission

Approval of Final Plans and Additional Variances for Zaremba Group/Dollar General Commercial Development at 10554/10548 Northfield Road Property.

Submitted Final Plans to Be Approved on Condition of Receipt of Approval Letter from Summit Soil & Water and the Submission of a Compliant Lighting Plan

Additional Variances to Be Approved:

- (1) Elimination of parking lot landscaping island and parking lot interior landscaping;
- (2) Location of enclosed waste facility;
- (3) One tree along Rt. 8 rather than 2 trees with additional required tree to be placed on west side of the property; and
- (4) Approval of landscaping plan plant quantities and layout shown in project plans in lieu of Quantity of Plant Material Chart and requirements in Section 1267.05(b)5.C(3) of the Overlay Area Ordinance

Mayor Nehez, Recreation Board
Mayor Nehez, Cemetery Board

Reports of Standing Committees:

Finance
Roads and Public Works
Health and Welfare
Wages and Working Conditions
Fire and Safety
Buildings and Grounds

Legislation:

Resolution No. 2020-03, An Emergency Resolution Authorizing Advertisement for Bids for Furnishing the Materials and Performing the Labor for the Construction of the Fire Station Addition and Renovation Project (First Reading)

Resolution No. 2020-04, An Emergency Resolution Authorizing Certain Amendments to the 2019 Appropriation Resolution and/or Transferring Items Already Appropriated in that Resolution (First Reading)

Ordinance No. 2020-05, An Emergency Ordinance Amending Section 258.04(a) of the Codified Ordinances Relating to Holidays for Full-Time Employees (First Reading)

Old Business; New Business; Announcements

Executive Session (If needed)

Adjournment

**VILLAGE OF NORTHFIELD RESOLUTION NO. 2020-03
AN EMERGENCY RESOLUTION
AUTHORIZING ADVERTISEMENT FOR BIDS FOR FURNISHING THE MATERIALS
AND PERFORMING THE LABOR FOR THE CONSTRUCTION OF THE FIRE
STATION ADDITION AND RENOVATION PROJECT**

WHEREAS, the Village has retained Baker Bednar Snyder & Associates Inc. ("Baker Bednar Snyder") to perform architectural services in connection with the Fire Station Addition and Renovation Project (the "Project"); and

WHEREAS, Baker Bednar Snyder has completed the design work and construction bid specifications for the Project, and the construction portion of the Project is now ready to be advertised and put out to bid.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That Council hereby and herein authorizes the Village to advertise for bids for furnishing the materials and performing the labor for the construction of the Fire Station Addition and Renovation Project as set forth in the Legal Notice-Advertisement for Bids that is attached hereto and incorporated herein.

SECTION 2. That all formal actions of this Council concerning and relating to the deliberation and adoption of this Resolution were taken in an open meeting of this Council and/or were in compliance with all legal requirements.

SECTION 4. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield for the reason that it will assist with the operation of a Village Department, and this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2020.

Nicholas Magistrelli, Pres. Pro-Tem of Council

Jesse J. Nehez, Mayor

Approved as to Legal Form.

Bradric T. Bryan, Director of Law

I, Jennifer Potvin, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the _____ day of _____, 2020.

Jennifer Potvin, Clerk of Council

**LEGAL NOTICE
ADVERTISEMENT FOR BIDS
VILLAGE OF NORTHFIELD FIRE STATION ADDITION/RENOVATION**

Sealed bids will be received by the Village of Northfield, 10455 Northfield Rd, Northfield, Ohio 44067, until 4:00 p.m. on Monday, February 24, 2020 and will be opened and read publicly immediately following the conclusion of the bid period for furnishing the materials and performing the labor for the Addition/Renovation of the Village of Northfield Fire Station.

Cost Estimates: Base Bids - General Construction \$2.8 Million

Bids shall be clearly labeled, sealed, and addressed to: Village of Northfield--Fire Station Addition/Renovation Project

A pre-bid meeting will be held on Wednesday, February 12, 2020 at 9:00 AM at the Village of Northfield Fire Station project site located at 10271 Northfield Road, Northfield, Ohio 44067.

In accordance with Plans and Specifications prepared by BAKER BEDNAR SNYDER & ASSOCIATES INC., Architecture-Engineering-Interior Design, 628 NILES-CORTLAND ROAD SE, SUITE 201, WARREN, OHIO 44484, bids will be received for General Construction work. The Information for Bidders, Form of Proposal, Form of Contract, Plans, Specifications, Form of Bond, and other contract documents may be examined at the Village of Northfield Fire Station office or the Office of the Architect. Copies of Plans, Specifications, and Proposal Blanks, together with any further information desired, may be obtained from the Office of the Architect by calling 330-856-7222.

Construction Documents can be secured by contacting the Office of the Architect. Per the request of the Owner, all construction documents will only be provided in printed format and available at the Office of the Architect for a non-refundable fee of \$180.00. Bidding Contractor may receive the prints by mail upon receipt of an additional \$40.00 non-refundable fee per set for shipping and handling. Bidding Contractors will only be issued addendums if registered with the Office of the Architect. At the time of bidding, each bid packet received must be in the original specification manual and include the required signed notarized Affidavit, a Personal Property Tax Delinquency Affidavit, Drug and Alcohol Free Affidavit, and a Bid Guaranty and Contract Bond (per Section 153.571 ORC) in the amount of 100% of the highest aggregate amount of the base bid submitted by the bidder, or a certified check or cashier's check equal to 10% of bid made payable to Village of Northfield, as a guarantee that if such bid is accepted, a contract will be entered into and its performance properly secured by a bond in the aggregate amount of such bid. In the event that such bidder shall fail or refuse to enter into such a contract within sixty (60) days after being notified of the award of the contract, the security which accompanies the proposal shall be forfeited to Village of Northfield as liquidated damages.

ATTENTION OF BIDDERS IS DIRECTED TO THE LABOR PROVISIONS - This project is subject to the provisions of the Davis-Bacon Act. Minimum Wages governing prevailing wage rates are to be paid to the laborers and mechanics employed on public improvements.

The Village of Northfield reserves the right to reject any and all bids, waive informalities in bidding, and/or accept any bid deemed most favorable to the Village of Northfield as listed in the Project Manual by order of the Village of Northfield.

Publish: Nordon Hills News Leader: January 29, 2020; February 5, 2020; and February 12, 2020

VILLAGE OF NORTHFIELD RESOLUTION NO. 2020-04

**AN EMERGENCY RESOLUTION AUTHORIZING CERTAIN AMENDMENTS TO THE
2019 APPROPRIATION RESOLUTION AND/OR TRANSFERRING ITEMS ALREADY
APPROPRIATED IN THAT RESOLUTION**

WHEREAS, as the result of certain occurrences, information, and expenditures, amendments to the Year 2019 Appropriation Resolution and/or transfers of items already appropriated in the Appropriation Resolution are desired and required.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That in order to better and properly provide for certain expenditures during the 2019 calendar year, Council hereby and herein authorizes the amendments to the Year 2019 Appropriation Resolution and transfers of items already appropriated in the Year 2019 Appropriation Resolution in the amounts and to the funds set forth in the attachment hereto that is incorporated herein by reference.

SECTION 2. That all formal actions of this Council concerning and relating to the deliberation and adoption of this Resolution were taken in an open meeting of this Council or any of its committees and/or were in compliance with all legal requirements.

SECTION 3. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield for the reason that this action is required by state law and is necessary for the operation of the Village government, and that this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2020.

Nicholas Magistrelli, President Pro-Tem of Council

Jesse J. Nehez, Mayor

Approved as to Legal Form.

Bradric T. Bryan, Director of Law

I, Jennifer Potvin, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the _____ day of _____, 2020.

Jennifer Potvin, Clerk of Council

VILLAGE OF NORTHFIELD
Amendments and Transfer Ordinance 2019

<u>Amendments to Current Appropriation</u>		<u>Amount</u>	2019-8
100.5090.52701	Debt Principal	\$ 23,000.00	
100.5090.52702	Debt Interest	\$ 635.00	
100.7010.51101	FT Office Assistant	\$ 230.00	
100.7030.52340	Legal Services	\$ 2,360.00	
100.7030.52404	Other Expenses	\$ 1,250.00	
100.7035.52345	Engineering	\$ 3,660.00	
230.1100.52114	OP&F Employer Contribution	\$ 8,700.00	
240.1200.52701	Debt Principal	\$ 28,900.00	
500.5090.52406	Tools and Implements	\$ 1,815.00	
<u>RETURN OF ADVANCES</u>			
<u>From</u>	<u>To</u>		
<u>TRANSFERS</u>			
<u>From</u>	<u>To</u>		
General Fund	SCM&R (200)	\$ 75,000.00	
General Fund	Police Pension (230)	\$ 22,000.00	
General Fund	Fire Levy (240)	\$ 222,000.00	
<u>ADVANCES</u>			
<u>From</u>	<u>To</u>		
For 1/22/2020 Council Meeting			
Retro to 12/31/2019 EOY Close			

VILLAGE OF NORTHFIELD ORDINANCE NO. 2020-05
AN EMERGENCY ORDINANCE AMENDING SECTION 258.04(a) OF THE CODIFIED
ORDINANCES RELATING TO HOLIDAYS FOR FULL-TIME EMPLOYEES

WHEREAS, the Mayor and Council desire to amend Section 258.04(a) of the Village's Administrative Code pertaining to Holidays for full-time employees, in order to provide paid holiday benefits to full-time employees immediately upon their hiring and regardless of whether they are off work immediately preceding or after the holiday.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That the Council of the Village of Northfield hereby and herein amends Section 258.04(a) of the Village's Administrative Code relating to Holidays for full-time employees, retroactive to January 1, 2020, as indicated in the attachment hereto.

SECTION 2. That the rest and remainder of the Codified Ordinances shall remain as presently drafted unless inconsistent herewith.

SECTION 3. That all formal actions of this Council concerning and relating to the deliberation and adoption of this Ordinance were taken in an open meeting of this Council or any of its legal committees and/or were in compliance with all legal requirements.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield, for the reason that this amendment will assist with the Village's ability to attract a qualified and talented workforce and more efficiently administer vacation benefits for full-time non-union employees, and this Ordinance shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day
of _____, 2020.

Nicholas Magistrelli, Pres. Pro-Tem of Council

Jesse J. Nehez, Mayor

Approved as to Legal Form.

Bradric T. Bryan, Director of Law

I, Jennifer Potvin, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the _____ day of _____, 2020.

Jennifer Potvin, Clerk of Council

258.04 HOLIDAYS FOR FULL-TIME EMPLOYEES.

(a) All employees who are classified as full-time, which are those employees who regularly work no less than forty hours per week, shall receive eight hours pay, at their last preceding wage rate, for each of the holidays listed below occurring during their employment. ~~Such full-time employees shall have had at least six months of full-time service prior to the month in which the holiday occurs.~~ Such employees shall not be required to work on any such holiday, except in the case of an emergency and/or need as determined by the head of the department and/or the Mayor, and in such a case such employees shall receive pay for all hours worked in addition to the holiday pay. ~~To be entitled to such holiday pay, such employees shall be present and working their regularly scheduled hours on the work day preceding and the next day following such holiday, unless they are on vacation leave previously approved by the Mayor.~~

*

*

*